



HEADQUARTERS NEW JERSEY ARMY AND AIR NATIONAL GUARD
NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
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FORT DIX, NEW JERSEY 08640-7600

ARMY BULLETIN NO. 12-03

28 January 2003

MINUTES OF NJARNG MENU BOARD (G4)

1. The New Jersey Army National Guard State Menu Board convened on 3 August 2002, for the purpose of reconsidering menus previously planned, and to review and adjust as necessary, menus previously authorized by the Menu Board.
2. The minutes of 3 August 2002 Board are as published in the attached enclosure. The minutes are true and correct as published and are approved.
3. The meeting was attended by:

CW3 Vincent Ventrino (Chairman)	MSG Frank Martino
CW2 John Garrison	MSG Joe Brady
CW2 Mike Moritz	MSG Daniel Murphy
MSG James Moran	MSG John Westbrook
4. All previous Letters of Instruction and Army Bulletins pertaining to Menu Board Minutes, are hereby rescinded.
5. POC for additional information or guidance is CW2 John S. Garrison, (609) 562-0281.

OFFICIAL:

GLENN K. RIETH
Brigadier General, NJARNG
The Adjutant General


FRANK. R. CARLINI
COL, GS, NJARNG
Chief of Staff

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The following items are the topics discussed at the annual menu board meeting conducted at the 254th Regt. H.Q.s at Sea Girt, New Jersey. In attendance were the major subordinate command representatives and the G-4 food service team.

1. Fort Dix's TISA representative was not present at this meeting. TISA does have an independent meeting, but in the future it is advisable that a representative from TISA attend this coordination meeting.
2. In the future we would like to have a Medical representative attend the meeting as it impacts on sanitation and training issues as well as being an intrical-voting member of the board.
3. An LOI on the M-2 burners needs to be published to the units.
4. Any time MRE's are airlifted in support of training, they must be destroyed upon conclusion of the training. Reason for it is that the temperature has been drastically changed during the in flight process.
5. Once religious MRE's are ordered, they can not be turned in. They cost substantially more than regular MRE's and can not be turned in. There was some discussion on having the Chaplain take the lead on this issue. It is the Menu Board's opinion that it's a commander's responsibility. We are researching this issue.
6. It has been apparent that the S-4 OIC/NCOIC is doing the DFAC NCO's role of ordering rations. This has to discontinue and we are taking steps to stop this process.
7. Units are seriously short cooks statewide. Need to foster a better relationship with recruiters to pursue enlistments into the food service field.
8. MSC S-4's need to establish and execute an annual meeting and or workshop with Battalion S-4's to guarantee timely information and coordination is being distributed.
9. On picnic meals for units, solicit your troops prior to execution of the meal so as to guarantee proper amounts of food, i.e. ribs/chicken/hot dogs/hamburgers. You only get a certain amount of each.
10. It appears that eggnog is no longer available for the holiday meal. It appears that salmonella concerns are the culprit. We are checking into this reason. Fruitcake is available as a special order.
11. Bottled water is no longer available as a requested item. The bottled water was a left over item from the Bosnian refugee mission. With all the canteens, lister bags, water jugs, and buffaloes there will be no more bottled water requests.

12. Equipment maintenance turns in unserviceable items i.e. lister bags/ice chests and get new ones. Same is in effect for all other organic pieces of equipment. 2404's submitted and allowable spare parts on hand for all equipment.
13. Grey water trailers are unauthorized. Ft. Drum will not issue a training area in a sensitive environmental area. Therefore gray water is no excuse to return to main post for sanitation of utensils, pots, and pans. However, you need to stencil on your water trailers POTABLE WATER for A.T. 03 conducted at Ft. Drum, NY. On new trailers cleanliness and chloronization has to have been performed prior to use of any training. Do not perform this at the beginning of training or during training. Perform that necessary function prior to training.
14. Pre-A.T. guide will be published after the Ft. Drum A.T. 03 meeting conducted at Ft. Drum during October 2002.
15. The MSC's have expressed some concern that LOI's have been called Army Bulletins and therefore have not been directed to the food service sections in a timely fashion if at all. We need to get a clarification on the call signs of LOI's or Army Bulletins.
16. The Connelly Award Program sparked a lively debate between MSC's and the STARC food service team. It was instructed once again that every MSC had to submit a unit for consideration. Historically this has not been accomplished. Command emphasis is required. By regulation the state has to also submit a participating unit annually.
17. Need to contact the STARC PAO and generate press on the current Connelly Award participant that has won and represents our region.
18. Training and MOSQ for food service soldiers. This is the MSC's responsibility as it impacts on maintenance/operations/sanitation/administration and ultimately promotions. A future sanitation class by WO2 Garrison is planned for with a test to be taken and forwarded to Ft. Lee for grading. Mandatory for the Mess SGT as well as all First Cooks with a certificate generated good for three years. This is a mandatory and inspectable item. The class is 16 hours in length.

HHD STATE AREA COMMAND
ACofS, G-4 (Food Service)